



DELAINE EASTIN
State Superintendent of Public Instruction

CALIFORNIA
DEPARTMENT
OF
EDUCATION

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June 14, 2002

To: Selected Superintendents
Selected Presidents/Chancellors
Chief Executive Officer of Selected Community-Based Organization

From Mary Tobias Weaver
Assistant Superintendent/Director
Adult Education State Director
Education Support Systems Division

Subject: **ADULT EDUCATION AND FAMILY LITERACY ACT, P.L. 105-220,
SECTION 1000: ENGLISH LITERACY AND CIVICS EDUCATION GRANT**

The enclosed Grant Award letter identifies the approved funding level for your agency's federal adult education program authorized by Section 1000 of the Adult Education and Family Literacy Act, P.L. 105-220: English Literacy and Civics (EL Civics) Education. You will note that the Grant Award letter identifies a specific local assistance grant funding level that covers all the components for which your agency has been approved and a separate award for the Resource Development Mini-Grant if your agency has been approved for funding in this category. **Agencies are to sign and return the attached Grant Award letter to the California Department of Education (CDE) by July 1, 2002.**

Agencies must expend project funds within the dates indicated and for the amounts allocated by funding category. You must submit a final budget that indicates how you propose to divide local assistance grant funds between the components **for which you have been approved** for funding that does not exceed the amounts listed on the budget page. **The final Budget Form and Budget Narrative are due to CDE by September 30, 2002.**

Agencies are to administer this grant in accordance with all applicable provisions of federal regulations and policies relating to these funds. These provisions are found in the General Assurances section of the EL Civics Education Application and Required Documentation.

If you have any questions concerning your grant award, or participation in the required training sessions please feel free to contact your regional consultant at 916-322-2175.

cc: Adult School Directors
Program Administrators
Education Program Consultants
Agency File